

### Commission Meeting Minutes 1.5.15

**Time:** 7:00pm

**Location:** Gallery 81, Somerville High School

**Attendees:** Jill Lathan, Danielle Palazzo, Natalie Vieira, Tony Alibrandi, Rich Liberatore, John Teves

#### **New Business:**

\*Minutes from December Meeting were approved by Rich Liberatore, and John Teves.

\*Recreation is now accepting Field Use Permit Requests via MYREC for all vendors.

\*Jill shared the new Recreation Logo with all Commission Members.

\*Natalie would like to relocate meeting back to the Recreation Building at 7:00pm if possible, having meetings at the Recreation Building is more convenient for some of the Commission members. Jill spoke with the City's ADA Coordinator and these meetings can't be held at the Recreation Building because of the ADA issues with the meetings being open to the public. Therefore, they will continue at 7:00pm at Somerville High School.

\*Jill shortened the Recreation Mission Statement and brought it to the attention of the Commission for their thoughts. All Members were accepting of the changes.

\*Rich Liberatore would like to re-write the by-laws to reflect the City's current needs as well as the needs for upcoming years.

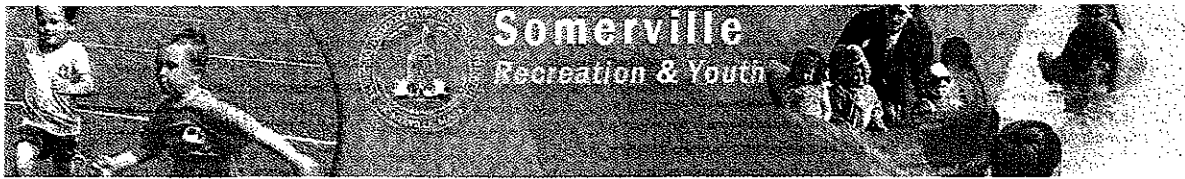
\*Natalie would like to know what costs are associated with making city building's ADA Accessible. How can we raise funding to incorporate this accessibility. **Jill will follow up.**

\*Rich Liberatore inquired about building security, smoke detectors, and ensuring that the Recreation Building meets building code. Jill Lathan is currently working on building security and has already implemented a fire drill protocol. Recreation will be holding quarterly fire drills. **Jill will follow up regarding the other security issues.**

\*Rich Liberatore asked for clarification of the expected duties of the Commission Members, Jill Lathan explained that the Commission will serve as an advisory Committee to the Director of Recreation.

\*Recreation will be holding its Somerville Recreation Kickoff Fair on Sunday, January 11, 2015 from 1:00-4:00pm at Somerville High School Atrium/Gymnasium. All Recreation Commission Members are encouraged to attend.

\*Alicia Querusio has been hired as a Youth Outreach Coordinator effective 1/5/15.



\*Jill Lathan discussed new policies and procedures she will be implementing. These policies include: Code of Conduct for Parents, Volunteers, Participants, and Field Use Code of Conduct and expectations for all vendors renting out our fields and facilities.

\*Natalie Vieira proposes that we set a standard for the Commission Members which will enforce a designated number of monthly meetings that members are required to attend per calendar year before they are removed from the Commission.

\*Richard Liberatore would like language in all documents to read "City", as opposed to "Town".

\*Jill Lathan passed around a copy of Recreation's Winter Guide for all members to see.

\*Tony Alibrandi and John Teves spoke in regard to liability insurance and think it might be a good idea to charge additional fees to those vendors who do not have liability insurance. **Jill Lathan will speak to the Law Department in regard to this.**

\*Tony Alibrandi agrees that the policies regarding Codes of Conduct will help add structure to the Recreation Department.

\*Jill Lathan would like to incorporate the Somerville Boxing Club to our budget to assist in supplying the club with the items they need to continue running a successful club.

\*Jill Lathan would like to incorporate a dress code for all Somerville Recreation Staff to help identify their role within the community.